

POLITICAL EVENT REVIEW FORM

For use by a Presidential Appointee who is Senate-confirmed (PAS) who engages in a political activity; submit to the Ethics Office of the Office of General Counsel at least one week before the event.

Contact person [person filling out this form] name/phone/email: _____

1. Name and title of participating PAS: _____
2. Description of the Event: _____
3. Date: _____ Time: _____ Place: _____
4. Person(s) hosting the event: _____
Is any host a registered lobbyist, registered foreign agent, or Federal political action committee? Yes No
6. Candidate: _____
7. Will the PAS be giving a speech or talk or have a similar role at the event? Yes No
8. If not speaking, will the PAS be introduced or recognized? Yes No
9. How long will the PAS be at the event? _____
10. Will most attendees be individuals with interests before Commerce? Yes No
11. How were the invitees selected? _____
12. Number of persons likely to attend: _____
If 20 or fewer people are attending, provide the name and occupation affiliation for each person on a separate sheet and indicate whether if there is any Commerce connection.
13. Is the PAS mentioned in any literature associated with the event? Yes No
If "Yes" attach a copy of all such literature (including a website page).
14. Is the PAS mentioned in the invitation? Yes No
If "Yes" attach a copy of the invitation.
15. If travel is involved, will entire trip be paid for by candidate/campaign? Yes No
If "No" and the trip involves both official events and campaign events, attach a line-by-line itinerary so that an allocation of costs can be determined based on time spent at official and at political events—the campaign must pay a proportionate share of costs in such case. For a Presidential election, a check to the U.S. Treasury must be collected covering costs that would have been incurred if there had been no official events during the trip.